



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

DISTRICT MEETING SEPTEMBER 8, 2014 – DRAFT

1. AGENDA

1.A. Call to Order

Chairman Thomas called the meeting to order at 6:44p.m.

1.B. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Marilyn Beyer, Jennifer Miller, George Mirabella and Bob Thomas. There was a quorum.

Also present were: Don Bock, Vicky Fay, Jennifer Johnson, Scott Robinson and Theron Simmons. The meeting was held at Station #24.

2. APPROVAL OF AGENDA & MINUTES

2.A. Approval of September 8, 2014 Agenda

2.B. Approval of Minutes of August 25, Meeting Minutes

2.B.1. Approval of Minutes of August 25, 2014 Budget Workshop Meeting Minutes

2.B.2. Approval of Minutes of August 25, 2014 District Meeting Minutes

MOTION: Commissioner Beyer made a motion ***to approve the September 8, 2014 District Meeting Agenda with the addition of item 6.B. Election Process At Large.*** Commissioner Miller seconded the motion, and the Board unanimously passed the motion.

MOTION: Commissioner Miller made a motion ***to approve the August 25, 2014 Budget Workshop Meeting Minutes and District Meeting Minutes.*** Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

3. CHAIRMAN'S REPORT

There were no new items reported to the Board by Chairman Thomas.

4. SECRETARY'S REPORT

The Secretary did not present any items to the Board.

5. PUBLIC COMMENT

Tom Tharp, speaking for the floor, applauded the Commissioners for their work to reduce the budget; however, he does not concur with the Finance Department's three-month reserve recommendation.



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6. OLD BUSINESS

6.A. Discussion: Fire Hydrants

Commissioner Thomas reported the ground should be broken for the eight fire hydrants in Phase I within the next ten days; and the hydrants need to be installed by the end of this month. All of the specifications have been completed for the Phase II fire hydrants, and the specifications have been forwarded to FCAA. The hydrants for Phase I and Phase II will be funded by the 304 Infra-structure Sales Tax Fund. Tom Tharp, speaking from the floor, indicated we are like a municipality, which is a legal form of government.

The District Board and the County have approved the Inter-local Agreement for the 304 Sales Tax Funds for 2014 (\$250,000--\$150,000 vehicle and \$100,000 hydrants); 2015 (\$300,000--\$150,000 vehicle and \$150,000 hydrants); and 2016 (\$300,000--\$150,000 vehicle and \$150,000 hydrants).

6.B. Election Process at Large

Sue Heim addressed the Board, and indicated the general consensus in the community is "No thank you" to changing the current election process. The current structure is more desirable. Commissioner Beyer originally made the suggestion to review the process. If the process changed it would operate like the Key Largo Wastewater Treatment District. Commissioner Thomas indicated it would not be overly difficult to change the process. Theron Simmons reported to the Board the State is recommending that all special districts be elected the same way; however, nothing has happened as of yet. Commissioner Thomas indicated he would like "what is best for the taxpayer". Commissioner Beyer indicated that when the election is At large, it is the citizen's way of saying who they want versus a personality contest. Commissioner Allen indicated it should be a community decision. Theron indicated the issue will not come up before the legislature until the next session.

7. NEW BUSINESS

7.A. Motion/Approval: Resolution #2014-006 Tentative Levy of Ad Valorem Taxes

The District Clerk read Resolution #2014-006, Tentative Levy of Ad Valorem Taxes into the record.

MOTION: Commissioner Mirabella made a motion to approve ***Resolution #2014-006 for adopting the FY 2014-2015 tentative operating millage rate for the District of .8300 mills which is greater than the rolled-back rate of 0.7956 by 4.32%***, which was seconded by Commissioner Allen. The vote was as follows: Miller (Yes), Mirabella (Yes), Allen (Yes), Beyer (Yes) and Thomas (Yes). The motion was passed unanimously.

7.B. Motion/Approval: Resolution #2014-007 Adoption of Tentative Budget

The District Clerk read Resolution #2014-007, Adopting the FY 2014-2015 Budget into the record.

MOTION: Commissioner Mirabella made a motion to ***approve Resolution #2014-007 for adopting the FY 2014-2015 tentative budget of the District for the fiscal year beginning on October 1, 2014 and ending September 30, 2015 in the amount of \$3,452,038.00.*** Commissioner Miller seconded the motion. The vote was as follows: Mirabella (Yes), Allen (Yes), Beyer (Yes) Miller (Yes) and Thomas (Yes). The motion was passed unanimously.



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7.C. Discussion: Strategic Plan

Sue Heim, speaking from the podium, expressed concern of where this item is heading. Commissioner Mirabella indicated the purpose of the Strategic Plan is to provide a District Plan, and it should include input from the Chiefs and items for the budget. Commissioner Mirabella reported the District is pretty much on track with the current plan.

7.D. Motion/Approval: 4th Quarter Meeting Schedule

The 4th Quarter District Meeting Schedule was discussed.

MOTION: Commissioner Miller made a motion *to change the October 13th meeting to October 20th with other meeting dates remaining the same (October 27, November 10, November 17, December 8th and December 15, 2014).* Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

7.E. Discussion: FKCC EMT Training

Commissioner Thomas spoke with Bobby Stocky (FKCC Board Member). Mr. Stoky indicated the program for EMT Training is not funded at this time, and funding may not be available for two years. Brenda Beckman indicated there are three (3) scholarships for the program. Ms. Beckman is a lead instructor and has been scheduled for training. As of this time, she is still working for January classes.

Commissioner Miller indicated there are other avenues available for support if needed.

7.F. Motion/Approval: Travel Request for the Honor Guard

Jennifer Johnson reported the Honor Guard's Travel Request is for three people to attend training. Two honor guard members have confirmed, and Scott Desquette is looking for a third attendee. If an Islamorada firefighter attended, Islamorada would pay the necessary expenses. The Honor Guard is budgeted at \$6,349 with \$2,400 of that slated for travel of which, \$1,817 has already been spent for the fiscal year. While the request may exceed the travel budget for the Honor Guard, there is room to move funds within the Honor Guard line item to cover the overage.

MOTION: Commissioner Miller made a motion *to approve the KLVFD Honor Guard Travel Request in the amount of \$1,402.43.* Commissioner Allen seconded the motion, and the Board unanimously passed the motion.

8. FINANCIAL REPORT

Jennifer Johnson did not have any other finance items to report to the Board.

9. LEGAL COUNSEL REPORT

Theron Simmons reported the Listing and Marketing Commissioner Agreement has been sent to Brindlee Mountain Fire Apparatus to list the ladder for 90 days.

Frank Conklin, speaking from the floor, asked if an inspection report had been received, and he felt there is nothing to validate the building problem. Commissioner Thomas indicated the report has been received, and the Chief does not feel it is necessary to use the building.



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11. EMS DEPARTMENT REPORT

Scott Robinson reported three new volunteers are joining the department. None of the volunteers are local. The Corps lost one paid paramedic to Miami in the process of filling this position. The call volume has been high.

12. FIRE DEPARTMENT REPORT

Engine 25 has been at the service department for about a week and a half. The department has not received an estimate as of yet. The engine is awaiting the final repairs for the tie rod, air conditioner and transmission. When the repairs are completed, the system will be scanned. The department received an estimate of \$8,500 to fix the bathrooms. Commissioner Miller requested the department get with Overholt Construction to obtain another estimate. The SOP's are currently being updated. There are six (6) new volunteer firefighters coming on board, and one of them is local. David Garrido is currently conducting two classes. The department is conducting a 911 Service at the Nelson Center on Thursday.

13. COMMISSIONER ITEMS

Commissioner Allen indicated he was contacted by a resident with some questions regarding the KLVFD. Does the fire department have By Laws; if so, are the By Laws similar to the Corps By Laws? Are employees going to be a part of the board; and if so, will that create a conflict of interest? Should board members live in Monroe County? What is the status of the By Laws regarding meetings? Will elections occur six months after the By Laws are approved? Will the department allow for administrative volunteers (who do not work in the field) in addition to volunteers that staff the truck and response to emergency incidents.

The District Clerk reminded everyone, any items requiring District Board approval prior to October 20th need to be submitted for the September 22, 2014 meeting.

14. NEXT MEETING

The Final Public Hearing and a District Meeting are scheduled for September 22, 2014.

15. ADJOURN

Commissioner Mirabellamade a motion to adjourn the meeting at 7:35p.m., which was seconded by Commissioner Miller.

Next Scheduled Meetings:

September 22, 2014 Final Public Hearing & District Meeting

October 20 and October 27, 2014 District Meeting

November 10 and November 17, 2014 District Meeting

December 8 and December 15, 2014 District Meeting

DOCUMENTS

- AI 2.B.1. Budget Workshop Meeting Minutes 140825
- AI 2.B.2. District Meeting Minutes 140825
- AI 7.A. Resolution #2014-006 Tentative Millage FY 2014-2015
- AI 7.B. Resolution #2014-007 Tentative Budget FY 2014-2015
- AI.7.F. KLVFD Travel Request (Honor Guard)